

CONTINUING COMPETENCE

All CoTC holders who achieved their CoTC before December 22nd 2008, which was the date the Continuing Competency scheme was approved, will have to demonstrate their continuing competence by the end of a 2-year competency period starting from March 1st 2009. New candidates who gain their initial competence award, one of CIWM/WAMITAB's new competence qualifications, after December 22nd 2008 will have to demonstrate their continuing competence within the second two-year period starting on March 1st 2011.

Competence periods are fixed 2-year calendar periods not a two year period from the date of achievement. The actual start of the first two year period was March 1st 2009 and anybody passing the test will receive a certificate dated February 28th 2011, which is when it expires. After that date the individual will have to pass another test between March 1st 2011 and February 28th 2013, which will remain valid until 28 February 2013.

To undertake the test the candidate must book through WAMITAB online via a link at the bottom of the following page: <http://www.wamitab.org.uk/cc/cc1.php>. While booking on line it is advisable to have your CoTC to hand so that you can complete entries for the awards that you have gained previously. You will be offered a test centre location via the web-link and for most in Devon and Cornwall this will be Exeter. The test date is finalised on-line. Payment is also on-line and amounts to between £100 to £120 depending on the number of specific activity options required (see overleaf)

Proof of identity, either a valid passport or photo-card driving licence, will be required before taking the test *on the day*. Following the test candidates will be issued with a test report confirming that he/she has taken the test at an approved centre.

QUESTION FORMAT

The format for the **computer-based tests** is questions with multiple choice answers, similar to those found at the end of this section. The questions cover two aspects, a generic section, which is common to all competences, and an 'activity-specific' section, for example, landfill, treatment or transfer. If the person holds more than one competence award and wants to maintain all their competencies then they will have to choose multiple, 'activity specific options'

The test encompasses 20 questions for the generic part covering

Legislation (please note that this section will not contain questions relating to changes in any of the legislation which occurs after the 31st August 2008)

1. Waste Acceptance
 - limited to pre treatment of non-hazardous waste
 - categorisation of landfills
2. WEEE – general questions only
3. Hazardous Waste – generic questions
 - recognise obvious and common hazardous wastes,
 - awareness of how they can find out if didn't know,
 - awareness there is a separate consignment procedure
4. Duty of Care / Carrier Registration
 - Registration of waste carriers
 - General requirement of duty of care (inc. transport/transfer of waste)
 - waste classification / EWC
 - record keeping/ transfer notes
5. Quality Protocols / re-use of waste – very general awareness of what they are but not details of any individual protocol
6. Environmental Permitting Regulations
 - Permitting process
 - Variations, transfer, surrender etc
 - Exemptions
 - Enforcement options

Health and Safety

1. Monitoring of H&S and risk assessment control procedures (behaviour / culture), use of PPE, reporting (RIDDOR)
2. People on site (staff and non staff)
 - Purpose of Traffic Management plans
 - procedures for dealing with contractors / sub contractors
 - H&S signs and signals
3. Permits to work – generic questions for awareness, i.e. explosive atmospheres, working at height and in confined spaces.
4. Requirements of using equipment, covering PUWER – provision and use of work equipment regulations, LOLER – lifting operation and lifting equipment regulations
5. Manual Handling
 - Risk factors for consideration when carrying out a manual handling assessment, TILE / LITE, task load individual environment

Environment Protection

1. Environmental incidents / spillages etc
 - Steps needed to remediate problems
 - Prevention etc
 - Reporting
 - Enforcement
 - Spill kits (including what to do with the absorbents)
 - House keeping
2. Environmental risks
 - Awareness of pathways / receptors
 - Surface water / drainage
3. Emissions
 - Control of litter, odour, mud, dust, vermin, etc.
 - Major emissions from your facility which need managing / reporting (will need to be covered in sector specific questions)
4. Oil storage
5. Containment / Storage

- Impermeable pavements
- Sealed drainage
- Hard standing
- Bunding
- Interceptors

and a further 6 questions for the activity specific elements/options, depending on how many are chosen. The total 'test time' allowed will be a maximum of one hour.

Hazardous transfer and treatment (TSTMH)

1. WEEE
2. Hazardous Waste
 - Consignment procedures
3. Waste acceptance
 - Out of specification wastes
 - wastes rejection
4. Audits/record keeping
5. Storage area requirements / drainage
 - Including incompatible wastes
6. Training needs
7. Outgoing transport
 - Approved packaging and labelling
 - General labelling / duty of care

Syllabus: Hazardous Landfill (LH)

1. Waste Acceptance Criteria
2. Landfill gas – monitoring, management
3. Landfill Leachate – monitoring, treatment
4. Engineering requirements
5. Groundwater / surface water Protection
6. DSEAR
7. Landfill Directive

8. Hazardous Waste Regulations and procedures
9. Control of emissions / Environmental Protection
 - Including dealing with fires
9. General management of activities
 - Vehicle management
 - Compaction rates
 - Cover
 - Waste reception procedures
 - Site accident management plan
 - Duty of Care

CONTINUING COMPETENCY TRAINING

Your tutor has already undertaken successfully the continuing competency test and is in a good position to prepare you for your own test (the test cannot be taken by proxy!). Leppitt Associates can provide training of between half to a full day for individuals/small groups depending on your requirements and previous experience at a location that suits yourself.

The training will consist of an overview of the generic knowledge assessment syllabus followed by a similar approach for the various activity specific options, i.e. landfill, transfer, hazardous etc., as required. Extensive notes and guidance will be provided and tailored to your personal requirements, including relevant question and answer sessions throughout the training period.

The test is drawn from a bank of possible questions and details of the scope of an individual test are not made available in advance by WAMITAB.

Leppitt Associates aims to provide a positive learning experience so that you can approach the test with a better understanding of your current level of competency. From experience we recommend that the candidate books the test with WAMITAB before booking for training with Leppitt Associates and that the two are undertaken within a short period of time.

To book or discuss in more detail please contact:

Glyn Leppitt 01208 821780 or 07771901418 or e-mail leppitt-associates@live.com

CIWM/WAMITAB OPERATOR COMPETENCE SCHEME

CONTINUING COMPETENCE

SAMPLE QUESTIONS AND ANSWERS

Every two years candidates will have to demonstrate their continuing competence by successfully completing a test which covers compliance with relevant waste controls and policy. The first two-year period started on 1 March 2009.

The format for the test is based on a question and multiple choice answers (i.e. one right answer and three wrong answers) and the questions cover two aspects; a generic knowledge section, which is common to all competences, comprising legislation, health and safety and environmental protection and an 'activity-specific' section, for example, for landfill, treatment and/or transfer activities. If the person holds more than one competence award and wants to maintain all their competencies then they will have to choose multiple 'activity specific options'.

Candidates should ensure they have undertaken activities to obtain the necessary knowledge, skills etc before taking the appropriate test. This could include, for example, an organisation's own in-house training or coaching programme, third party training courses or self learning e.g. via the internet. Failure to do so will incur additional costs for re-testing.

Sample questions from the generic knowledge section and activity specific option (End-of-Life Vehicles) are shown below to assist employers, candidates (and Centres) in preparing for the test(s). **The correct answers are highlighted in red.**

GENERIC KNOWLEDGE

Legislation

Q. A customer brings a load to your facility with a transfer note containing the following information: EWC code; waste description; quantity; name of carrier; name and address of facility; transferor's signature - what is missing?

A1 Carrier registration number only.

A2 Environmental Permit number only.

A3 Registration of vehicle, carrier registration number.

A4 Carrier Registration number and Environmental Permit number.

Health and Safety

Q Why does compliance to H&S Legislation and Procedures need to be monitored?

A1 To ensure that operations are being carried out safely and in compliance to legal requirements to correct unsafe behaviour and to prevent complacency with subsequent deterioration in compliance.

A2 To ensure protection against prosecution.

A3 So that the workforce will be reassured that their safety is being protected

A4 To ensure that working practices are following best practice

Environmental Protection

Q. What is the difference between an area of "hard standing" and an "impermeable pavement"?

A1 There is no difference it is just different terminology.

A2 A hard standing will allow liquids to drain through whereas an impermeable pavement will not.

A3 An impermeable pavement always constructed using tarmac whereas a hard standing is only crushed bricks.

A4 An area of hard standing is bunded an impermeable pavement is not.

ACTIVITY SPECIFIC OPTIONS

End-of-Life Vehicles

Q. When completing a Certificate of Destruction what information do you need about the holder or owner of the vehicle?

A1 Name, signature

A2 Name, address, signature

A3 Name, nationality,

A4 Name, address, nationality and signature.

15 January 2010